

CLEANING FEE SCHEDULE

THE CITY OF ALAMEDA REQUIRES ADDITIONAL INSURANCE BE OBTAINED WHEN ALCOHOL IS BEING SERVED. Alcohol shall not be consumed outside of the building, on any public street, sidewalk, or right-of-way, as specified in Alameda Municipal Code 23-5. If you are selling alcohol at the event or if the event is for someone under 21 years of age, additional Liquor Liability must be purchased.

PRIORITY I: CITY SPONSORED

Any and all City government sponsored functions and/or activities.

PRIORITY II: ALAMEDA UNIFIED SCHOOL DISTRICT/COLLEGE OF ALAMEDA/OTHER LOCAL GOVERNMENT AGENCY

Any and all school, school-related or other local government agency functions and/or activities.

PRIORITY III: NON-PROFIT

All **public** groups (Alameda based and/or majority membership Alameda residents) whose primary purpose is the promotion of the welfare of Alameda residents. Group must be non-profit, tax exempt, non-restrictive in membership, meet regularly, and have a definite organizational structure and by-laws.

A refundable security deposit of \$500 is required at the time of booking. An additional security deposit of \$2,000 is required three (3) weeks prior to event. A \$25 non-refundable administrative fee, made payable to ARPD, is also due at the time of booking. These deposits are waived for Priority I events. Final remaining balance must be paid in full three (3) weeks prior to event. A \$40/hour cost recovery staffing fee will apply. A cost recovery cleaning fee is also required for all events. See fee structure below.

ROOM/ OCCUPANCY	GROUP A- 400-600 people	GROUP B- 601- 750 people
Main Auditorium	\$150	\$200
Main Auditorium, Lobby Mezzanine, & Balcony	\$200	\$250
Main Auditorium w/ Food & Drink	\$300	\$400
Main Auditorium, Lobby Mezzanine, & Balcony w/ Food & Drink	\$400	\$500